

Bulletin detail	Bulletin history	Attachments	Forms
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Bulletin template: New Exam Bulletin

Job posting preview eLink history

Bulletin details TOXICOLOGIST

Bulletin status Approved

**Supplemental**

**Item Number** 4346 TOXICOLOGIST

**Position Title** TOXICOLOGIST

**Requirements** ONLINE FILING ONLY

**MINIMUM REQUIREMENTS:**

A Bachelor's Degree from an accredited\* college or university with specialization in Chemistry, Biochemistry, Biology, or Natural Sciences -AND-One (1) year of experience in Analytical Chemistry, Biochemistry, Pharmacology, or Toxicology. Completion of one year of graduate work in an accredited\* college or university with specialization in Chemistry or Biochemistry will be accepted for the required experience.

**Department** Agricultural Comm/Weights and Measures

**Analyst** Garza, Benita ((626) 575-5464)

**Manager** Luna-Sepulveda, Luz ((626) 575-5464)

**Number of Vacancies** 1

**Positions Remaining** 1

**Exam Number** V4346A

**Allow Reapplies** Yes

**Job Type** All Others

**Job Field** Health Other

**Type of Recruitment** Open Competitive Job Opportunity

**Job Opportunity Information**

**Sourcing Strategy** Direct Mail Campaign  
Internet Job Board  
LA County Website

**Additional Title**

**Rebulletin Information**

**Filing Information** Open Continuous

**Filing Start Date** 03-Apr-2014

**Filing End Date**

**Filing End Time**

**Salary Type** Monthly

**Salary Minimum** 3862.73

**Salary Maximum** 5063.64

**Annual Salary Range** \$60,000 - \$79,999

**Special Salary Information Designation**

**Special Salary Information**

**Benefit Information Designation** Represented Employees

- Benefits Information**
- Cafeteria Benefit Plan
  - Defined Contribution Retirement Plan
  - Deferred Compensation & Thrift Plan
  - 11 Paid Holidays
  - Generous Vacation and Sick Leave Benefits
  - Flexible Work Schedules

**Position/Program Information** Performs chemical analysis to determine the presence of and quantity of toxic agents in specimens submitted for laboratory study. Positions allocable to this class typically report to a Supervising Toxicologist and are distinguished by duties involving the full-time performance of chemical analysis, generally applying accepted chemical procedures. Incumbents must have a substantive knowledge of biochemistry and toxicology as well as a thorough knowledge regarding the operation of various analytical instruments such as gas chromatographs, gamma scintillation counters and spectra-photometers to prepare and to analyze specimen samples.

**Essential Job Functions** Performs chemical analysis of plants, soil, water, air, fish, and other specimens utilizing standard laboratory techniques such as microscopy, spectra-photometry, chromatography and gravimetric, and volumetric analysis for toxic chemicals; follows accepted procedures for conducting routine chemical analyzes on various unknown substances to identify toxic chemicals, organic and inorganic; writes reports on analysis outlining methods used and results to submit to supervisors for review and approval; assists higher level toxicological positions in performing analyzes of unknown substances; prepares standard chemical solutions and reagents to specific requirements; testifies as expert witness in cases involving toxicological determinations; performs other related work such as ordering chemical supplies for laboratory use and maintaining and doing minor repair on instruments used in analysis to keep in working condition; and conducts training for lower level employees, such as laboratory assistants, and toxicological technologists.

**Physical Class Designation** 2

**Physical Class** PHYSICAL CLASS II "LIGHT": Light physical effort which may include occasional light lifting to a 10 pound limit, and some bending, stooping, or squatting. Considerable walking may be involved.

**Safety Position Designation** No

**Safety Position Requirements**

**License(s) Required** A valid California Class C Driver's License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

**Certificate(s) Required**

**Shift** Day

**Special Requirement Information** \*\*In order to receive credit for any college work, or any type of college degree such as a Master's or Doctorate degree, or completion of a certificate program, you must upload a eligible copy of your official transcripts from the accredited\* institution, and/or certification with your application **at the time of filing or within fifteen (15) calendar days from the date of application filing**

**Desirable Qualifications**

- A Master Degree\*\* or higher from an accredited\* college or university in Environmental Science, Chemistry, BioChemistry, Pharmacology, Toxicology, or Bacteriology
- College level course in supervision

- Excellent oral and written communication skills
- Attention to detail
- Good presentation skills
- Ability to work independently
- Good organization skills
- College level courses in statistics
- Knowledge of Laboratory Information Management System program (LIMS)
- Knowledge of software (WORD, Excel, Outlook, etc.)

Credit will be given to applicants, who possess **DESIRABLE QUALIFICATION** and clearly indicated so on their application.

**Accreditation Information Designation** Yes

**Accreditation Information** **Accreditation:** \*Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of Human Resources. Publications such as American Universities and Colleges and International Handbook of Universities are acceptable references. Also acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from United States accredited institutions by an academic credential evaluation agency recognized by The National Association of Credential Evaluation Services or the Association of International Credential Evaluators, Inc. (AICE).

**Special Information** A thorough background investigation (including Live Scan) will be required of candidates. Candidates who are found unsuitable for employment as a Toxicologist will be removed from the Eligible List pursuant to Civil Service Rule 6.04.

**DISQUALIFYING FACTORS INCLUDE BUT NOT LIMITED TO:**

- Felony convictions
- Job-related misdemeanor convictions
- Serious traffic convictions or patterns of traffic violations (e.g. four (4) or more moving violations within the past two (2) years
- Illegal use of certain controlled substances
- Poor employment history

**Examination Content** This examination will consist of an Evaluation of Training and Experience based on application information and Desirable Qualifications weighted 100%.

Candidates must achieve a passing score of 70% or higher on this examination in order to be placed on the Eligible Register.

**Vacancy Information** The resulting Eligible Register for this examination will be used to fill vacancies in the Department of Agricultural/Weights and Measures.

**Exam Analyst Phone Number** (626) 575-5464

**Alternate Exam Unit Contact Number**

**Exam Analyst Fax Number** (626) 652-0740

**Exam Costs**

**Eligibility Information** The names of candidates receiving a passing grade of 70% in the examination will be placed on the Eligible Register in the order of their score group for a period of twelve (12) months following the date of promulgation.

**RETAKE:** No person may compete in this examination more than once every twelve (12) months.

**Application and Filing Information APPLICATIONS MUST BE FILED ONLINE ONLY.**

Applications submitted by U.S. mail, fax, or in person will **not be accepted**.

**Note:** This office is closed on Fridays.

**INSTRUCTION FOR FILING ONLINE**

Apply online by clicking on the tab below or above this bulletin that reads, "Apply to Job" so you can apply online and track the status of your application and get notified of your progress by email.

Applicants must upload required documents as attachments (e.g., diplomas, transcripts, certificates, etc.) at the time of filing or within fifteen (15) calendar days from the date of application filing. If you are unable to attach required documents, you may fax them to (626) 652-0740, within fifteen (15) calendar days from the date of application filing. Please include exam number and exam title.

We must receive your application by 5:30 p.m., PST, on the last day of filing.

The acceptance of your application depends on whether you have clearly shown that you meet the **MINIMUM REQUIREMENTS**. Please fill out the application completely and correctly to receive full credit for any related education, training, and job experience. In the space provided for education, include the names and addresses of schools attended, titles of courses completed, dates completed, and number of credits and/or certificates earned. For each job held, give the name and address of your employer, your job title, beginning and ending dates, description of work performed, total number of hours worked (full or part-time) and salary earned. All information supplied by applicants is subject to verification. Applicants may be rejected at any stage of the selection process.

**All applicants must enter a valid social security number at the time of filing. Entering anything other than a valid social security (i.e. 000-00-0000, 111-11-1111, etc.) will result in an automatic rejection of your application.**

For candidates who may not have regular access to a computer or the internet, applications can be completed on computers at public libraries throughout Los Angeles County.

Do not share User ID and Password: All applicants must file their application online using their own user ID and password. Using a family member or friend's user ID and password may erase a candidate's original application record.

**County of Los Angeles Information** View details regarding **Employment Eligibility Information, Social Security Act of 2004, Records of Convictions, Veterans Preference Credit, Los Angeles County Child Support Compliance Program, Americans with Disabilities Act of 1990 and the California Fair Employment and Housing Act by clicking on the link below:**

[COUNTY OF LOS ANGELES BULLETIN INFORMATION](#)

OR

Visit <http://hr.lacounty.gov> to view the above information. Click on Job Info Center Tab, and then click on County Los Angeles Bulletin Information link under "Some helpful links section".

**Equal Employment Opportunity:** It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, or disability.

All positions are open to qualified men and women pursuant to the Americans with Disabilities Act of 1990 and the California Fair Employment and Housing Act.

The County will make reasonable accommodations.

**ADA Coordinator Phone** (213) 974-1087

**Teletype Phone** (626) 585-5520**Alternate Teletype Phone****California Relay Services Phone** (800) 735-2922**Department Contact Name** Benita Garza**Department Contact Phone** (626) 575-5464**Department Contact Email** HR@acwm.lacounty.gov**Education Level** Bachelor**Experience Level** 1 to 3 years**Executive Level Position?** No**Additional Information****General Information****Advertising Cost****Agency Cost****Travel Cost****Referral Cost****Relocation Cost****PAR Information****PAR Number****Position Id****Document Id****Expiration Date****Unit****Contact Name 2****Contact Number 2****Other Information****Region****Job Specific Questions****Bulletin Notes**

Bulletin team	Name	Dept.	Job title	Phone	Fax
	Simuta, Cynthia	Agricultural Commissioner/Weights and Measures	Departmental Personnel Assistant	(626) 575-5464	(626) 652-0740
	Cruz, Jenny	Agricultural Commissioner/Weights and Measures	Departmental Personnel Assistant	(626) 575-5464	(626) 652-0740

**Turn off Autofiler notification for this bulletin** ☐**Bulletin Number** 32002BR

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**Added by** Garza, Benita ((626) 575-5464)

**Added on** 04-Feb-2014